



## Edina Fire Department

6250 Tracy Avenue  
Edina, Minnesota 55436-2580  
(952) 826-0330  
Fax (952) 826-0393

City of Edina  
4801 West 50th Street  
Edina, Minnesota 55424-1394  
(952) 927-8861  
Fax (952) 826-0390



### **Fire Department Residential Key Box Order and Installation Instructions**

The Knox Company is the approved vendor for the Edina Fire Department for key boxes. A set of master keys, possessed only by the Fire Department, can open all Knox-Boxes in Edina. This allows emergency personnel quick access into a building in the case of a medical or fire emergency. Only the Edina Fire Department will be able to open your Knox-Box and only in an emergency situation.

The Residential Knox-Box 1650 Series can now be ordered online at [www.KnoxBox.com](http://www.KnoxBox.com). Please follow the steps listed below to ensure timely processing and delivery of your Fire Department Key Box:

1. From the Knox website, select the Knox Box Residential 1650 from the list on the left side. Enter the zip code where the product will be installed and select "Edina Fire Department."
2. Then select the specific model for which you are looking. Make your key box selection. Keep in mind the aesthetics of your home as you make your selection. The key box will be installed near your front door so that fire department personnel can have easy access to the key box.
3. Order online with credit card information.
4. The key box will be delivered to you. Have the key box installed. Please feel free to call the Fire Prevention Bureau for suggestions on appropriate placement of the key box.
5. Make sure you have a working duplicate key(s) for the door.
6. Following the installation of the key box and duplication of keys, call the Fire Prevention Bureau to make arrangements to enclose your key(s) and secure the cover to the key box.

Keep in mind that in the event that you change locks or keys, you will need to contact the Fire Prevention Bureau to change the key(s) in the key box.

If you have any questions or cannot order the product online and need a paper application mailed to you, please contact the Fire Prevention Bureau at 952-826-0378.